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United States Department of Agriculture,

BUREAU OF ANIMAL INDUSTRY.

JOHN R. MOHLER, CHIEF OF BUREAU.

SERVICE AND REGULATORY ANNOUNCEMENTS.

NOVEMBER, 1918.

[This publication is issued monthly for the dissemination of information, instructions, rulings, etc., concerning the work of the Bureau of Animal Industry. Free distribution is limited to persons in the service of the bureau, establishments at which the Federal meat inspection is conducted, public officers whose duties make it desirable for them to have such information, and journals especially concerned. Others desiring copies may obtain them from the Superintendent of Documents, Government Printing Office, Washington, D. C., at 5 cents each, or 50 cents a year. A supply will be sent to each official in charge of a station or branch of the bureau service, who should promptly distribute copies to members of his force. A file should be kept at each station for reference.]

CONTENTS.

	Page.		Page.
Changes in directory.....	89	Permitted arsenical dip.....	95
Instructions covering the inspection of hyper-immunized hogs.....	91	Permitted disinfectant.....	95
Animals slaughtered under Federal meat inspection, October, 1918.....	91	Results of prosecutions for violations of laws.....	96
Imports of food animals and of meats and meat food products.....	91	Roll of honor.....	96
Inspection and testing of animals for Canada.....	92	Summary of tuberculosis-eradication work in cooperation with the various States, month of October, 1918.....	96
Licenses for veterinary biological products....	92	Progress in tick eradication, July 1, 1916, to December 1, 1918.....	97
Garments which may be worn in licensed establishments.....	93	Transfer of household goods.....	98
Temperatures of test pigs.....	93	Publications in November.....	99
Instructions concerning the inspection, temperaturing, treatment, and disinfection of swine for movement in accordance with Regulation 6, B. A. I. Order 245, and amendment thereto.....	93	Organization of the Bureau of Animal Industry.....	99

CHANGES IN DIRECTORY.

Meat Inspection Inaugurated.

206. Gabel Packing Co., 217 North Peoria Street, Chicago, Ill.
 *109. Moran & Co., 83-85 Bluxome Street, San Francisco, Cal.
 904. Peerless Food Products Co., 2707 West Division Street, Chicago, Ill.
 *717. D. E. Nebergall Meat Co., P. O. box 333, Albany, Oreg.
 210. W. H. Dyer Co, corner Kentucky and Division Streets, Evansville, Ind.
 293-A. The Evansville Packing Co., 208 Upper Seventh Street, Evansville, Ind.
 218. Kooker Sausage Co., between Coryell and York Streets, Lambertville, N. J.
 *871. Thomas J. Kelly & Co., 15 Brighton Abattoir, Boston, Mass.

Meat Inspection Withdrawn.

502. K. Heinhold & Co., 208 North Chester Street, Baltimore, Md.
 *1002. H. K. Mulford Co., Glen Olden, Pa.
 918. Russell J. Huntley, 47 Blackstone Street, Boston, Mass.

Change in Name of Establishment.

- *397. The Ideal Packing Co., 2141 Baymiller Street, Cincinnati, Ohio (and The John Hoffmann Packing Co., subsidiary), instead of The John Hoffmann Packing Co.

Changes in Addresses of Establishments.

936. The William Davies Co. (Ltd.), Forty-first and Root Streets, Chicago, Ill., instead of Fortieth Street and Normal Avenue.
 855. Harry Manaster & Bro., 1018-1030 West Thirty-seventh Street, Chicago, Ill., instead of West Fortieth Street and Packers Avenue.

Meat Inspection Reinaugurated Following Suspension.

- *149. S. M. Holtsinger Co., South Cumberland Street, Morristown, Tenn.
 663. Reinicker & Alvey, 3310 Harford Avenue, Baltimore, Md.
 421-A. W. S. Forbes & Co., Hermitage Road, Richmond, Va.

Stations Added.

- Albany, Oreg., meat inspection (substation of Portland, Oreg.).
 Pierre, S. Dak., field inspection, tuberculosis, scabies, and dourine eradication, hog-cholera control, interstate inspection of cattle and horses, Dr. J. O. Wilson.
 Lambertville, N. J., meat inspection (substation of Newark, N. J.).
 Lansing, Mich., tuberculosis eradication, Dr. T. S. Rich, Old State Block.
 Fostoria, Ohio, inspection of plants manufacturing viruses, serums, toxins, etc., Dr. H. H. Day, care Fostoria Serum Co.

Stations Discontinued.

- Glen Olden, Pa., meat inspection.

Changes of Officials in Charge.

- Sacramento, Cal., Dr. A. J. Payne, instead of Dr. H. J. Hammond.
 Nashville, Tenn., Dr. W. C. Hamilton, instead of Dr. William H. G. Lampe.
 Huntington, W. Va., Dr. O. J. Huth, instead of Dr. Harry W. McMaster.
 Washington, N. C., Dr. Hartwell Robbins, instead of Dr. E. P. Yager.
 Aurora, Ill., Dr. P. L. Gilbert, instead of Dr. J. F. Myers.
 Omaha, Nebr., Dr. C. R. McCoppin, instead of Dr. F. A. Hugins.

Change in Addresses of Officials in Charge.

- Dr. Thomas J. Eagle, 211 Wyandotte Building, Kansas City, Kans., instead of 23 Federal Building.
 Dr. S. E. Cosford, 414 Post Office Building, Lincoln, Nebr., instead of University Farm.

Note.

- Sioux Falls, S. Dak., inspection of plants manufacturing viruses, serums, toxins, etc., will be considered a substation of Sioux City, Iowa, in future, instead of a separate station.

INSTRUCTIONS COVERING THE INSPECTION OF HYPERIMMUNIZED HOGS.

In order to coordinate the work of the forces of the Meat Inspection Division and the Office of Virus-Serum Control and promote efficiency at establishments where members of both forces are assigned, the following instructions are issued concerning the inspection of hyperimmunized hogs and the carcasses thereof:

Inspectors in charge of virus-serum control will see that examinations of hyperimmunized hogs are made as required in paragraph 4 of circular letter No. 670 and Regulation 9 of B. A. I. Order 211. They will also furnish the inspector in charge of meat inspection reports M. I. Form 119 and M. I. Form 119-A, covering such examinations.

Inspectors in charge of meat inspection will cause post-mortem examinations to be made of hyperimmunized hogs slaughtered in accordance with Regulation 10 of B. A. I. Order 211. They will also cause to be furnished to the inspector in charge of virus-serum control reports M. I. Form 112-F covering such examinations. These reports should indicate the retained tag numbers as well as the numbers used to identify the animals as hyperimmunes.

In official establishments where hyperimmunized hogs and other hogs are dressed it may be necessary to provide a separate rail for the carcasses of hyperimmunized hogs that are not retained where they may be further observed and the tag numbers checked.

Inspectors in charge of both branches of the bureau at their respective stations will confer with the view of accomplishing this work in a satisfactory and harmonious manner.

These instructions will supersede all previous instructions on the subject and will be effective immediately.

ANIMALS SLAUGHTERED UNDER FEDERAL MEAT INSPECTION OCTOBER, 1918.

Station.	Cattle.	Calves.	Sheep.	Goats.	Swine.
Chicago.....	290,820	40,061	416,573	2,913	645,871
Fort Worth.....	75,726	50,670	9,326	4,540	31,865
Kansas City.....	191,680	39,924	119,759	3,895	317,957
National Stock Yards.....	83,011	16,568	36,510	3,482	153,197
Omaha.....	98,623	8,807	148,733	569	117,755
St. Louis.....	27,860	3,465	8,022	143	112,819
Sioux City.....	39,046	2,287	29,103	362	87,558
South St. Joseph.....	54,484	6,509	56,373	34	165,720
All other establishments.....	390,401	137,795	369,809	1,835	1,385,342
Total: October, 1918.....	1,251,051	306,086	1,194,208	17,773	3,018,084
October, 1917.....	1,195,587	339,324	821,933	35,409	2,195,291
10 months ended October, 1918.....	9,380,229	2,968,436	7,837,383	125,018	30,449,441
10 months ended October, 1917.....	8,248,716	2,644,881	7,772,414	126,595	27,144,277

IMPORTS OF FOOD ANIMALS AND OF MEATS AND MEAT FOOD PRODUCTS.

The statements following show the imports of food animals and of meats and meat food products inspected by the Bureau of Animal Industry during October, 1918, with figures for other periods for comparison.

Imports of food animals.

Country of export.	Cattle.	Swine.	Sheep.	Goats.
Mexico.....	2,987	114	14,233	528
Canada.....	43,224	1,533	25,813	1
Total: October, 1918.....	46,211	1,647	40,046	529
October, 1917.....	47,759	1,867	30,631	2,645
10 months ended October, 1918.....	264,060	4,920	117,600	27,894
10 months ended October, 1917.....	282,454	10,438	149,349	19,886

Imports of meat and meat food products.

Country of export.	Fresh and refrigerated.		Canned and cured.	Other products.	Total weight.
	Beef.	Other.			
	<i>Pounds.</i>	<i>Pounds.</i>	<i>Pounds.</i>	<i>Pounds.</i>	<i>Pounds.</i>
Argentina.....			18,702,443		18,702,443
Brazil.....			55		55
Canada.....	2,221,218	444,981	1,223,414	85	3,889,698
Other countries.....	742,807		64,912	2,618	810,337
Total: October, 1918.....	2,964,025	444,981	19,990,824	2,703	23,402,533
October, 1917.....	4,562,110	606,156	1,086,563	1,604,500	7,859,329
10 months ended October, 1918.....	12,226,653	2,514,723	62,178,751	6,259,673	83,179,800
10 months ended October, 1917.....	10,072,085	9,320,761	7,096,441	4,115,340	30,604,627

Condemned in October, 1918: Beef, 11,748 pounds; pork, 67,543 pounds; total, 79,291 pounds.
 Refused entry: Pork, 762 pounds.

INSPECTION AND TESTING OF ANIMALS FOR CANADA.

The following changes have been made in the list of practicing veterinarians registered by the bureau and authorized to inspect and test with mallein horses, mules, and asses intended for export to Canada:

Names Removed from List.

Dr. Charles H. Hart, Hankinson, N. Dak.

Dr. O. J. Johnson, Miles City, Mont,

LICENSES FOR VETERINARY BIOLOGICAL PRODUCTS.

The following changes have been made in the list of licenses for the manufacture of veterinary biological products for the year 1918 under the act of Congress of March 4, 1913 (37 Stat., 832), and the regulations made thereunder (B. A. I. Order 196):

Licenses issued.

License No.	Date.	Name and address of firm.	Products.
6	1918. Nov. 16	Pitman-Moore Co., Zionsville, Ind.	Hemorrhagic-septicemia bacterin for cattle; hemorrhagic-septicemia bacterin for swine.
132	Nov. 15	Illinois Agricultural Experiment Station, University of Illinois, Urbana, Ill.	Botulinus antitoxin.

GARMENTS WHICH MAY BE WORN IN LICENSED ESTABLISHMENTS.

All persons immediately upon entering the operating or laboratory rooms of an establishment licensed to prepare veterinary biologics shall change their outer clothing or cover it effectively by the use of gowns or other satisfactory garments.

The supply of these garments should be sufficient for the needs of the establishment, and should, in addition, provide for bureau employees passing from one establishment to another. All such clothing should be maintained in a sanitary condition.

TEMPERATURES OF TEST PIGS.

Temperatures of pigs used in testing the purity and potency of antihog-cholera serum shall be procured and recorded by licensed establishments as detailed below.

1. The temperature of each pig used in a test of antihog-cholera serum shall be taken and recorded shortly before each test is inaugurated.

2. The temperatures of control pigs and sick serum-treated pigs in serum tests should be procured daily throughout the test period with the possible exception of Sundays and holidays and an accurate report of these temperatures rendered by the establishment to the inspector in charge as he may direct.

3. The temperatures of those serum-treated pigs which do not exhibit symptoms of sickness need not be taken except when required by the inspector in charge or his assistants to determine more accurately the true physical condition of the animals under observation.

INSTRUCTIONS CONCERNING THE INSPECTION, TEMPERATUR- ING, TREATMENT, AND DISINFECTION OF SWINE FOR MOVE- MENT IN ACCORDANCE WITH REGULATION 6, B. A. I. ORDER 245, AND AMENDMENT THERETO.

1. All swine offered for immunization should be inspected for symptoms of contagious or communicable diseases, and any animal or animals found infected should be rejected. No animal of a lot in which cholera is found should be treated except as indicated in paragraph 7 hereunder.

2. The treatment of animals which have been held in public stockyards more than 5 days should not be supervised by bureau employees. The practice of shipping animals which are intended for purposes other than immediate slaughter from one public stockyards to another should be discouraged. In the event that hogs so shipped are presented for immunization, they should be refused unless the owner or his agent furnishes satisfactory evidence that not more than 5 days have elapsed since the animals were unloaded at the first public stockyards.

3. The temperaturing of the animals should be closely observed. Sufficient time should be allowed in every case for the thermometer to register the actual temperature. The reading of thermometers and the marking of the animals should be very closely checked by the bureau employee supervising the work. All the animals in a lot should be tempered before any are treated, and if a considerable percentage of them are found to have high temperatures, supervision should be withheld on the entire lot. However, if no clinical symptoms of hog cholera are observed, the owner or his agent should

have the privilege, subject to the 5-day rule, of again presenting the lot for temperaturing. When one lot is being temperatured while another lot is being treated, an additional bureau employee should be assigned to the temperaturing pens, as it is impracticable for one employee properly to supervise both activities. The work should be supervised by veterinary inspectors, but competent lay inspectors may be assigned to assist in certain details, as, for example, checking the temperaturing and marking the animals.

4. Suitable equipment for handling the animals humanely and expeditiously should be provided by the stockyards company or other responsible party. It should include temperaturing pens, chutes, catching pens, and vaccinating trough of good material and proper construction, and abundant light in the vaccinating division. At stations where cold weather prevails in winter inclosed vaccinating rooms and, depending on the severity of the climate, heat should be furnished.

5. All facilities necessary to the application of proper sanitary measures should be provided; these measures include aseptic handling of serum and virus, disinfection of the seat of inoculation, sterilization of instruments, etc.

6. Where the winter climate is severe, means should be provided to protect hogs from the cold after disinfection until they are dry. Inclosed pens used for that purpose should be heated if the severity of the climate requires. If heat is furnished, however, care must be taken to avoid too high a temperature. Only a degree of heat sufficient to keep the animals from becoming chilled should be permitted.

7. The provisions of Amendment 4 to B. A. I. Order 211, and Circular Letter No. 788, dated September 25, 1918, should be applied equally whether the animals are the property of packers or others; that is, cholera lots of hogs may be treated and held not less than 30 days when they may be released for purposes other than immediate slaughter, provided they exhibit normal temperatures and do not show any other symptoms of cholera. However, in the interest of control and eradication work throughout the country the practice of treating cholera lots should not be encouraged.

8. Swine may be held in the yards after immunization and several lots, treated at different times, assembled if desired, provided their identity as immunized hogs is strictly maintained, and disinfection before shipment is in accordance with paragraph 69 of "Instructions concerning the work of the field inspection division."

9. Disinfection in accordance with the requirements of methods 1 and 2 under provision (b) paragraph 2, section 2, Regulation 6 of B. A. I. Order 245, as amended by Amendment 3, may be performed either by spraying or dipping, provided satisfactory facilities are furnished so that every animal is thoroughly disinfected.

10. Certificates should not be issued for the shipment of immunized swine destined to States where no provision is made for their segregation and quarantine, as defined in Amendment 3 to B. A. I. Order 245. However, it is not considered necessary that States have a special law or regulation covering that feature. If State sanitary officials show that under their general authority every effort is being made to enforce such segregation and quarantine, and information indicates that these efforts are meeting with reasonable success, it is thought to be sufficient.

11. The following instructions are given for the guidance of inspectors in the preparation of reports:

(a) Copies of all F. I. Form 12-A reports should be forwarded to the Washington office.

(b) The proper entry must be made after the heading "How many cars cleaned and disinfected" on F. I. Form 12-A. If the vehicle disinfected is not a railroad car, the name, as "wagon" or "truck," should be noted in that space. If cars previously disinfected on account of Texas fever or other infectious disease are used, that fact should be noted on the back of the form and reference made to the date of the F. I. Form 62-A report.

(c) In all cases when cars are disinfected for the purpose of transporting treated hogs, the F. I. Form 62-A must bear a notation to that effect.

(d) The manner of taking the animals from the yards should always be shown after the heading "Shipped via" on the F. I. Form 12-A. If they are driven, the word "Driven" should be entered. If wagon or truck is used the word "Hauled" should be entered. If shipped by railroad, the car numbers and initials, in every case, should be reported in the proper space.

(e) A complete record of lots of swine treated under bureau supervision should be kept, showing number, approximate weights, quantities of serum and virus used, and license and serial numbers of same.

(f) A monthly report should be forwarded to the Washington office as soon as possible after the last day of each month. Pending the distribution of forms for this purpose, the report may be made on letter paper in the following manner:

Date.	Number of hogs.	Weight.	Serum.		Virus.		Origin.	Destination.
			License No.	Quantity.	License No.	Quantity.		
	100	<i>Pounds.</i> 10,000	41	<i>C. c.</i> 6,000	41	<i>C. c.</i> 200	Kansas City Stock Yards.	Atlantic, Iowa.

PERMITTED ARSENICAL DIP.

For Cattle for Ticks.

The bureau has granted permission for the use of "Roger's Tick Dip," an arsenical dip, in the official dipping of cattle for ticks. The dilution for the dipping of cattle for interstate movement is 1 gallon of dip to not more than 114 gallons of water. This will yield a solution containing not less than 0.22 per cent actual arsenious oxid.

Withdrawal of Permission for Use of Dip.

Permission previously granted (see Service and Regulatory Announcements for March, 1918) for the use of "Tik-dip," a proprietary arsenical dip for the official dipping of cattle for ticks has been with-

PERMITTED DISINFECTANT.

In accordance with the provisions of B. A. I. Order 245, the bureau has granted permission for the use of "Key-State Disinfectant," manufactured by the Interstate Chemical Company, as a substitute for compound solution of cresol (U. S. P.), in the general disinfection of cars, yards, and other premises.

Withdrawal of Permission for Use of Disinfectant.

The permission (see Service and Regulatory Announcements for May, 1916) for the use of "Sapo-Cresol" as a substitute for compound solution of cresol (U. S. P.) as a permitted disinfectant has been withdrawn.

RESULTS OF PROSECUTIONS FOR VIOLATIONS OF LAWS.

Penalties have been imposed in prosecutions for violations of regulatory laws, as reported to the bureau, as follows:

Live-Stock Quarantine Law.

Baltimore & Ohio Railroad Co. (2 cases), \$200 fines and \$28.60 costs. Max Cohen, \$100 fine.

Twenty-Eight-Hour Law.

Chas. E. Schaff, receiver Missouri, Kansas & Texas Railway, \$100 fine and \$18.61 costs.

Missouri Pacific Railway System, \$100 fine and \$13.70 costs.

Louisville & Nashville Railroad Co., \$100 fine and \$5.24 costs.

Union Pacific Railroad Co., \$500 fine and \$31.21 costs.

Northern Pacific Railroad Co. (2 cases), \$200 fines and \$33.50 costs.

Grand Trunk Western Railway (4 cases), \$400 fines and \$14.70 costs.

Great Northern Railway Co. (4 cases), \$200 fines and \$33.50 costs.

ROLL OF HONOR.

The following are the names of former bureau employees who were granted leave to enter the military service and who have since made the supreme sacrifice in the great war. Their names are recorded here for the information of their coworkers and as a tribute to their memory.

James D. Bebout, of Pennsylvania, scientific assistant in animal husbandry; appointed in the bureau February 20, 1915. He served on the Mexican border in the District of Columbia National Guard and later volunteered for service in the war against Germany. He was commissioned lieutenant and during the fighting in the Argonne was killed in action September 29, 1918.

Stephen C. Browning, of Missouri, lay inspector; appointed in the bureau December 3, 1917; entered the military service May 8, 1918; killed in action September 12, 1918.

SUMMARY OF TUBERCULOSIS-ERADICATION WORK IN COOPERATION WITH THE VARIOUS STATES, MONTH OF OCTOBER, 1918.

Station.	State.	Tuberculin tests.					Em- ployees.		Inspector in charge.
		Lots or herds.	Cattle tested.	Number re-acted.	Number slaughtered.	Increase over previous month.	Bureau.	State.	
Albany, N. Y.	New York	10	320	17	248	1	1	Dr. H. B. Leonard.
Albuquerque, N. Mex.	New Mexico						1		Dr. F. L. Schneider.
Atlanta, Ga.	Georgia	27	533	8	8		2	1	Dr. W. M. MacKellar.
Birmingham, Ala.	Alabama	433	1,379	5	5	144	5	1	Dr. R. E. Jackson.
	Tennessee	81	590	10	7		2	1	
Boston, Mass.	Maine	45	621	6	7	193			Dr. E. A. Crossman.
	New Hampshire	3	92	2					
	Rhode Island	2	54	1		45			
	Massachusetts	19	493	41	24	417	3		
	Connecticut	2	39	2					

SUMMARY OF TUBERCULOSIS-ERADICATION WORK—Continued.

Station.	State.	Tuberculin tests.					Em- ployees.		Inspector in charge.
		Lots or herds.	Cattle tested.	Number re-acted.	Number slaughtered.	Increase over previous month.	Bureau.	State.	
Chicago, Ill.	Illinois	35	645	60	65	117	3	Dr. J. J. Lintner.
Clarksburg, W. Va.	West Virginia	5	50	9	1	Dr. W. R. Van Ness.
Columbia, S. C.	South Carolina	20	764	25	11	517	1	1	Dr. W. K. Lewis.
Denver, Colo.	Colorado	2	68	1	1	29	1	Dr. W. E. Howe.
	Wyoming	18	86	1	1	
Des Moines, Iowa	Iowa	6	254	15	254	1	Dr. F. H. Thompson.
Harrisburg, Pa.	Pennsylvania	33	288	8	1	69	3	1	Dr. P. E. Quinn.
Indianapolis, Ind.	Indiana	37	670	31	17	330	6	5	Dr. J. E. Gibson.
	Kentucky	12	233	17	3	2	
	Wisconsin	14	302	8	6	222	1	5	
	Ohio	33	959	35	21	600	4	5	
Jackson, Miss.	Mississippi	57	452	6	58	1	1	Dr. J. A. Barger.
Kansas City, Mo.	Missouri	2	81	5	2	81	Dr. T. J. Eagle.
	Kansas	19	467	18	37	255	2	
Lansing, Mich.	Michigan	33	740	35	16	328	3	5	Dr. T. S. Rich.
New Orleans, La.	Louisiana	15	190	1	1	1	Dr. R. W. Tuck.
Oklahoma, Okla.	Oklahoma	1	1	Dr. W. C. Drake.
Omaha, Nebr.	Nebraska	5	240	30	18	54	1	1	Dr. H. Busman.
Port and, Oreg.	Oregon	15	291	3	1	Dr. S. B. Foster.
	Washington	7	149	149	1	
Richmond, Va.	Virginia	76	1,238	46	40	137	11	1	Dr. R. E. Brookbank.
	North Carolina	40	657	8	3	1	
Salt Lake City, Utah.	Utah	41	257	3	10	5	2	Dr. F. E. Murray.
	Idaho	2	47	3	11	1	1	
St. Albans, Vt.	Vermont	37	731	71	99	6	3	Dr. A. J. De Fosset.
St. Paul, Minn.	Minnesota	241	3,338	121	111	2,166	9	3	Dr. W. J. Fretz.
	Montana	73	1,615	99	42	397	2	9	
	North Dakota	38	622	21	460	2	
	South Dakota	14	330	17	2	195	1	1	
Tallahassee, Fla.	Florida	23	187	12	12	2	1	Dr. J. G. Fish.
Trenton, N. J.	New Jersey	4	103	4	1	Dr. W. G. Middleton.
	Delaware	2	65	5	4	
Washington, D. C.	District Columbia	36	57	8	Dr. J. A. Kiernan.
	Maryland	53	675	94	50	359	
Total		1,670	20,972	894	623	7,854	101	53	

PROGRESS IN TICK ERADICATION, JULY 1, 1906, TO DEC. 1, 1918.

State.	Counties infected July 1, 1906.	Counties infected Dec. 1, 1918.		Counties released.		Area infected July 1, 1906.	Area infected Dec. 1, 1918.	Area released.	
		Whole.	Part.	Whole.	Part.				
						<i>Sq. miles.</i>	<i>Sq. miles.</i>	<i>Sq. miles.</i>	<i>P. ct.</i>
Alabama	67	23	3	41	5	51,279	17,816	33,463	65
Arkansas	75	25	4	46	4	52,525	18,768	33,757	60
California	15	15	79,924	79,924	100
Florida	51	45	6	54,861	45,216	9,645	18
Georgia	149	59	90	57,438	27,706	29,732	52
Kentucky	2	2	841	841	100
Louisiana	65	17	4	44	4	45,409	14,332	31,077	68
Mississippi	81	81	46,362	46,362	100
Missouri	4	4	1,386	1,386	100
North Carolina	75	19	1	55	1	37,365	7,691	29,674	79
Oklahoma	61	11	5	40	10	47,890	13,628	34,262	71
South Carolina	44	44	30,495	30,495	100
Tennessee	42	42	16,987	16,987	100
Texas	198	130	9	59	9	191,885	123,193	68,692	36
Virginia	30	3	1	26	1	13,918	1,686	12,232	88
Total	958	331	27	595	32	728,565	270,036	458,529	63

¹Only portions of 5 of the 61 counties were quarantined.

NOTE.—The total area released during the calendar year 1918 was 79,217 square miles.

TRANSFER OF HOUSEHOLD GOODS.

A great deal of correspondence has been necessitated recently in connection with the payment of expenses incurred for the transfer of household goods of employees. In most cases the trouble was due to the lack of supervision by the inspector in charge. Hereafter all shipments of this character must be made in accordance with the following instructions:

1. The officer in charge of the force at the initial point of shipment must supervise the work the same as if Government property were being handled. If he is unable to give the matter his personal attention he must delegate the authority to a member of his force who is qualified therefor.

2. All property of the employee must be included in the same shipment. Any goods omitted from the first shipment must be transferred at the expense of the employee himself, notwithstanding the fact that the combined weight of the two consignments is less than 5,000 pounds.

3. It is expected that employees will be as economical in arranging for the packing, crating, and drayage of their goods as if the expenses were to be defrayed from their personal funds. Inspectors in charge will see to it that there is a strict compliance with this requirement.

4. Written bids should be obtained from at least three reliable firms or persons for packing, crating, and drayage service where the cost exceeds \$25. The contract should be awarded to the lowest bidder, all other factors being equal. These bids should be attached to the account covering the charges for the service.

5. In most cases a report from the inspector in charge at destination must be submitted to the Washington office before a bill of lading can be issued. This is due to the fact that in many instances the employee transferred is assigned to a substation of the force, and the household goods must be shipped to that point instead of to the headquarters of the force to which he is transferred.

6. The transfer company handling the shipment must work under the direct supervision of the inspector in charge or the bureau employee designated for that purpose. Under no circumstances may the bill of lading be turned over to the transfer company with permission to handle the shipment as deemed advisable. The shipping of household goods at department expense is official business and the entire transaction must be supervised as such by an employee of the bureau.

7. Shipments must be covered by a departmental bill of lading in every case, except that a commercial bill of lading must be used to cover any excess over 5,000 pounds. Employees will not be reimbursed when shipments are made on a commercial bill of lading.

8. The employee transferred must cooperate with the inspector in charge and see to it that there is a strict compliance with these instructions. Failure to do so may forfeit the right to have his goods transferred at the expense of the department.

PUBLICATIONS IN NOVEMBER.

[The bureau keeps no mailing list for sending publications to individual employees, but publications are sent in bulk to officers in charge for distribution to members of their forces. The number of copies sent varies with the subject or nature of the publications and the number and class of employees. Officers in charge will use their judgment and distribute publication to best advantage. So far as possible additional copies will be furnished on request.]

Department Bulletin 669. The Manufacture of Neufchâtel and Cream Cheese in the Factory. By K. J. Matheson and F. R. Cammack, Dairy Division. Pp. 28, figs. 4.

Department Bulletin 736. The Open Shed Compared with the Closed Barn for Dairy Cows. By T. E. Woodward, W. F. Turner, W. R. Hale, and J. B. McNulty, Dairy Division. Pp. 15.

Farmers' Bulletin 980. The Spinoë Ear Tick. By Marion Imes, Zoological Division. Pp. 8, figs. 4.

Farmers' Bulletin 993. Cooperative Bull Associations. By Joel G. Winkjer, Dairy Division. Pp. 35, figs. 7.

Farmers' Bulletin 1018. Hemorrhagic Septicemia. By Henry J. Washburn, Pathological Division. Pp. 8.

B. A. I. Order 262. To prevent the spread of splenetic, southern, or Texas fever in cattle. Effective December 1, 1918. Pp. 14.

B. A. I. Order 263. Special order modifying the tuberculin-test requirement for Canadian cattle imported temporarily for exhibition purposes at the International Live Stock Exposition, Chicago, Ill. Effective November 30 to December 7, 1918. Pp. 1.

More Poultry Needed. Four-page leaflet issued by the Animal Husbandry Division.

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